



PRIVACY AND CIVIL LIBERTIES OVERSIGHT BOARD  
WASHINGTON, D.C. 20002

June 19, 2019

MuckRock News  
c/o Emma Best  
411A Highland Avenue  
Somerville, Massachusetts 02144-2516  
73666-85098617@requests.muckrock.com

Re: PCLOB FOIA 2019-15

Dear Ms. Best:

This letter is an interim response to your Freedom of Information Act ("FOIA") request received by the Privacy and Civil Liberties Oversight Board ("PCLOB") on May 21, 2019, in which you seek documents "generated as part of the creation of the FOIA office...includ[ing]:

- (1) The instruction to do so from the [a]gency, as well as any guidance from senior leadership
- (2) Documents discussing proposals and procedures
- (3) Any legal guidance or analysis produced or acquired by the [a]gency in response to or as part of the creation of the FOIA office
- (4) Internal documents from the press office, legislative liaison's office (or equivalent), general counsel's office (or equivalent), director's office (or equivalent), or the newly created FOIA office, reacting to or characterizing the office and its creation [sic]."

Your request also seeks documents concerning the PCLOB's first successful FOIA request and FOIA appeal, respectively.

Please be advised that a search was conducted and the attached records were located that are responsive to your request. After review of the documents, I have determined that redactions are appropriate for some of the attached records pursuant to Exemption 6 of the FOIA, 5 U.S.C. § 552 (b)(6), which protects from releasing information which would "constitute a clearly unwarranted invasion of personal privacy. Redactions have been clearly marked with the corresponding exemption.

The PCLOB also maintains a public website providing some of the information that you requested. The records for item (2), for example, can be found at <https://www.pclob.gov/foia/> which provides the regulations and procedures for PCLOB's FOIA operations.

Please also be advised that we are reviewing additional documents that may be released after the review process is complete. We aim to provide you a final response to you as soon as practicable.

You may contact me directly or write [foia@pclob.gov](mailto:foia@pclob.gov) for further assistance and to discuss any aspect of your request. Additionally, you may contact the Office of Government Information Services ("OGIS") at the National Archives and Records Administration ("NARA") to inquire about the FOIA mediation services they offer. The contact information for OGIS is Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road-OGIS, College Park,

Maryland 20740-6001; email at [ogis@nara.gov](mailto:ogis@nara.gov); telephone at 202-741-5770; toll free at 1-877-684-6448; or facsimile at 202-741-5769.

If you are not satisfied with my interim response to your request, you may administratively appeal by writing to the PCLOB Freedom of Information Act Appeal Authority, at 800 N. Capitol St., NW, Washington, DC 20002, or you may submit an appeal via email to [foia@pclob.gov](mailto:foia@pclob.gov). Your appeal must be postmarked or electronically transmitted within ninety calendar days from the date of this letter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Logan O'Shaughnessy", with a large, stylized flourish extending to the right.

Logan O'Shaughnessy  
Freedom of Information Act Officer  
General Attorney  
(202) 296-4649